

**AGENDA**  
REGULAR CITY COUNCIL MEETING  
COUNCIL CHAMBERS  
5000 CLARK AVENUE  
LAKEWOOD, CALIFORNIA

March 26, 2019

**ADJOURNED MEETING:** 5:30 p.m.  
**CLOSED SESSION** *PAN AMERICAN ROOM*

CONFERENCE WITH LABOR NEGOTIATORS – Pursuant to Government Code §54957.6  
Agency Designated Representative: City Manager, Office of the City Attorney and Liebert Cassidy Whitmore, Director of Administrative Services, Assistant to the City Manager, Human Resources Manager, Personnel Technician  
Employee Organization: Lakewood City Employees’ Association

**RECEPTION:** Lakewood Celebrates . . .” 6:15 p.m.

**CALL TO ORDER** 7:30 p.m.

**INVOCATION:** Deacon Sam Montoya, St. Pancratius Church

**PLEDGE OF ALLEGIANCE:** Girl Scout Troop 2993

**ROLL CALL:** Mayor Steve Croft  
Vice Mayor Todd Rogers  
Council Member Diane DuBois  
Council Member Ron Piazza  
Council Member Jeff Wood

**ANNUAL REORGANIZATION OF CITY COUNCIL**

Election of Mayor and Vice Mayor

**ANNOUNCEMENTS AND PRESENTATIONS:**

**ROUTINE ITEMS:**

All items listed within this section of the agenda are considered to be routine and will be enacted by one motion without separate discussion. Any Member of Council may request an item be removed for individual discussion or further explanation. All items removed shall be considered immediately following action on the remaining items.

RI-1 MEETING MINUTES - Staff recommends City Council approve Minutes of the Meeting held

RI-2 PERSONNEL TRANSACTIONS - Staff recommends City Council approve report of personnel transactions.

RI-3 REGISTERS OF DEMANDS - Staff recommends City Council approve registers of demands.

RI-4 MONTHLY REPORT OF INVESTMENT TRANSACTIONS - FEBRUARY 2019 - Staff recommends City Council approve monthly report of investment transactions.

## **City Council Agenda**

March 26, 2019

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### **PUBLIC HEARINGS:**

- 1.1 AWARD OF BID FOR PUBLIC WORKS PROJECT NO. 2019-2, WOODRUFF PAVING - 2019 - Staff recommends City Council award a contract for project, base bid only, in amount of \$1,857,000 to R. J. Noble Company of Orange and authorize the Mayor to sign contract in a form approved by the City Attorney; authorize staff to approve a cumulative total of contract change orders, as needed, not to exceed \$200,000; and adopt plans, specifications and working details for project.

### **LEGISLATION:**

- 2.1 ADOPTION OF SIGNATURE RESOLUTIONS FOR THE REORGANIZATION OF THE CITY COUNCIL - Staff recommends City Council adopt proposed resolutions.
  - a. Resolution No. 2019-5; Authorizing the City Treasurer to Deposit Funds for Safekeeping and Investment and Authorizing the Withdrawal of Funds from Depositories
  - b. Resolution No. 2019-6; Authorizing the Use of the Facsimile Signature of the Mayor in the Execution of Public Securities and Instruments of Payment
  - c. Resolution No. 2019-7; Authorizing the Use of the Facsimile Signature of the Vice Mayor in the Execution of Public Securities and Instruments of Payment

### **REPORTS:**

- 3.1 VOLUNTEER PROGRAM UPDATE - Staff recommends City Council receive and file report.
- 3.2 FISCAL YEAR 2018-19 MID-BUDGET REVIEW AND ADJUSTMENTS - Staff recommends City Council adopt noted changes for inclusion into FY 2018-19 Revised Budget and direct staff to make all related adjustments to budget appropriations.

## **AGENDA**

### **LAKWOOD HOUSING SUCCESSOR AGENCY**

1. REGISTER OF DEMANDS - Staff recommends Housing Successor Agency approve register of demands.

### **ORAL COMMUNICATIONS:**

### **ADJOURNMENT**

In compliance with the Americans with Disabilities Act, if you are a qualified individual with a disability and need an accommodation to participate in the City Council meeting, please contact the City Clerk's Office, 5050 Clark Avenue, Lakewood, CA, at 562/866-9771, ext. 2200; or at [cityclerk@lakewoodcity.org](mailto:cityclerk@lakewoodcity.org) at least 48 hours in advance to ensure that reasonable arrangements can be made to provide accessibility to the meeting.

Agenda items are on file in the Office of the City Clerk, 5050 Clark Avenue, Lakewood, and are available for public review during regular business hours. Any supplemental material distributed after the posting of the agenda will be made available for public inspection during normal business hours in the City Clerk's Office. For your convenience, the agenda and the supporting documents are available in an alternate format by request and are also posted on the City's website at [www.lakewoodcity.org](http://www.lakewoodcity.org)

Routine Item 1 – City Council Minutes  
will be available prior to the meeting.

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**COUNCIL AGENDA**  
March 26, 2019

**TO:** The Honorable Mayor and City Council

**SUBJECT:** Report of Personnel Transactions

<u>Name</u>	<u>Title</u>	<u>Schedule</u>	<u>Effective Date</u>
<b>1. FULL-TIME EMPLOYEES</b>			
<b>A. Appointments</b> None			
<b>B. Changes</b> None			
<b>C. Separations</b> None			
<b>2. PART-TIME EMPLOYEES</b>			
<b>A. Appointments</b> None			
<b>B. Changes</b>			
Marissa Cerda Arias	Recreation Leader II Community Services Leader II	A to B	03/24/2019
Alexis Hagman	Recreation Leader II Community Services Specialist	A to B	03/10/2019
Thomas Mota	Recreation Leader II Community Services Specialist	A to B	03/10/2019
David Spreitzer	Recreation Leader II Community Services Specialist	A to B	03/10/2019
<b>C. Separations</b> None			

  
Thaddeus McCormack  
City Manager

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**CITY OF LAKEWOOD  
FUND SUMMARY 3/14/2019**

In accordance with section 2521 of the Lakewood Municipal Code there is presented herewith a summary of obligations to be paid by voucher 91856 through 91972. Each of the following demands has been audited by the Director of Administrative Services and approved by the City Manager.

1010	GENERAL FUND	202,576.22
1020	CABLE TV	65.48
1030	CDBG CURRENT YEAR	3,897.12
1035	CASP CERTIFICATION & TRNG FUND	1,593.60
1050	COMMUNITY FACILITY	6,685.58
1621	LA CNTY MEASURE R	2,520.00
1622	LA CNTY MEASURE M	1,000.00
3001	CAPITAL IMPROV PROJECT FUND	22,138.48
3060	PROPOSITION "A"	174,074.42
5010	GRAPHICS AND COPY CENTER	3,600.63
5020	CENTRAL STORES	2,847.32
5030	FLEET MAINTENANCE	3,634.08
6020	GEOGRAPHIC INFORMATION SYSTEM	7,434.00
7500	WATER UTILITY FUND	128,459.98
8020	LOCAL REHAB LOAN	8,245.34
		<b>568,772.25</b>

Council Approval

\_\_\_\_\_

Date

\_\_\_\_\_

City Manager

Attest

\_\_\_\_\_

City Clerk

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Director of Administrative Services

**CITY OF LAKEWOOD  
SUMMARY CHECK REGISTER**

<b>CHECK #</b>	<b>CHECK DATE</b>	<b>VEND #</b>	<b>VENDOR NAME</b>	<b>GROSS</b>	<b>DISC.</b>	<b>CHECK AMOUNT</b>
91856	03/07/2019	1839	GIRASOL NURSERY INC	80.48	0.00	80.48
91857	03/07/2019	31800	U S POSTMASTER	1,000.00	0.00	1,000.00
91858	03/14/2019	4842	A T & T CORP	238.60	0.00	238.60
91859	03/14/2019	4113	SHAKER NERMINE	1,750.00	0.00	1,750.00
91860	03/14/2019	61142	ADAMS-HILLERY SHARRON	3,115.50	0.00	3,115.50
91861	03/14/2019	4848	AFFORDABLE GENERATOR SERVICE. INC.	415.00	0.00	415.00
91862	03/14/2019	2701	AIRE RITE A/C & REFRIGERATION INC	884.00	0.00	884.00
91863	03/14/2019	4763	ALBANO'S PLUMBING. INC.	325.00	0.00	325.00
91864	03/14/2019	4684	AMAZON.COM LLC	1,655.76	0.00	1,655.76
91865	03/14/2019	4126	AUTOZONE PARTS INC	43.76	0.00	43.76
91866	03/14/2019	62737	BOYES. GOBIND	104.00	0.00	104.00
91867	03/14/2019	66457	BRENNTAG PACIFIC INC	1,321.45	0.00	1,321.45
91868	03/14/2019	307	CALIF. STATE DISBURSEMENT UNIT	91.84	0.00	91.84
91869	03/14/2019	53983	CALIF STATE FRANCHISE TAX BOARD	793.18	0.00	793.18
91870	03/14/2019	5132	CALIFORNIA COMMERCIAL POOLS. INC.	2,590.65	0.00	2,590.65
91871	03/14/2019	5132	CALIFORNIA COMMERCIAL POOLS. INC.	13,505.60	0.00	13,505.60
91872	03/14/2019	62164	CARD INTEGRATORS CORP	119.50	0.00	119.50
91873	03/14/2019	43135	CERRITOS. CITY OF	6,635.72	0.00	6,635.72
91874	03/14/2019	40572	CHICAGO TITLE CO	100.00	0.00	100.00
91875	03/14/2019	57070	CITY LIGHT & POWER LKWD INC	2,879.95	0.00	2,879.95
91876	03/14/2019	5214	CLEANCOR HOLDINGS LLC	465.00	0.00	465.00
91877	03/14/2019	4654	BRAGG INVESTMENT COMPANY. INC.	115.72	0.00	115.72
91878	03/14/2019	53451	COMMUNITY FAMILY GUIDANCE CTR	750.00	0.00	750.00
91879	03/14/2019	4737	COMPUTER PROTECTION TECHNOLOGY INC	77.28	0.00	77.28
91880	03/14/2019	4776	CORELOGIC. INC.	63.25	0.00	63.25
91881	03/14/2019	60195	CR TRANSFER INC	4,393.29	0.00	4,393.29
91882	03/14/2019	46620	CREATIVE BUS SALES	174,074.42	0.00	174,074.42
91883	03/14/2019	4442	DANIEL'S TIRE SERVICE INC	77.52	0.00	77.52
91884	03/14/2019	57945	DELL MARKETING LP	713.27	0.00	713.27
91885	03/14/2019	56889	DELTA DENTAL OF CALIFORNIA	9,034.32	0.00	9,034.32
91886	03/14/2019	27200	DICKSON R F CO INC	44,631.38	0.00	44,631.38
91887	03/14/2019	3213	DIRECTV INC	39.25	0.00	39.25
91888	03/14/2019	4393	DIVISION OF THE STATE ARCHITECT	1,709.10	0.00	1,709.10
91889	03/14/2019	5205	DK HARDWARE SUPPLY LLC	773.56	0.00	773.56
91890	03/14/2019	39267	DOG DEALERS INC	167.70	0.00	167.70
91891	03/14/2019	5030	FATHOM WATER MANAGEMENT INC.	113,767.92	0.00	113,767.92
91892	03/14/2019	65038	FED EX OFFICE & PRINT SVCS INC	318.66	0.00	318.66
91893	03/14/2019	3946	FERGUSON ENTERPRISES INC	78.84	0.00	78.84
91894	03/14/2019	5185	FIRST CLASS PLUMBING CO.	46,388.00	0.00	46,388.00
91895	03/14/2019	4641	FONTELA. THAO	1,365.00	0.00	1,365.00
91896	03/14/2019	5206	FO ENTERPRISE INC.	4,000.00	0.00	4,000.00
91897	03/14/2019	5182	FRED ALLEN ENTERPRISES. INC.	787.81	0.00	787.81
91898	03/14/2019	3188	GALLS LLC/OUARTEMASTER LLC	532.41	0.00	532.41
91899	03/14/2019	5005	GIEMONT. GREGORY S.	261.00	0.00	261.00

**CITY OF LAKEWOOD  
SUMMARY CHECK REGISTER**

<b>CHECK #</b>	<b>CHECK DATE</b>	<b>VEND #</b>	<b>VENDOR NAME</b>	<b>GROSS</b>	<b>DISC.</b>	<b>CHECK AMOUNT</b>
91900	03/14/2019	64215	GOLD COAST AWARDS INC	183.80	0.00	183.80
91901	03/14/2019	33150	GRAINGER W W INC	271.50	0.00	271.50
91902	03/14/2019	61769	GRAUTEN. EVELYN R	438.75	0.00	438.75
91903	03/14/2019	4386	HOLIDAYGOO INC	1,706.49	0.00	1,706.49
91904	03/14/2019	5173	HOLMES. JASON	68.90	0.00	68.90
91905	03/14/2019	42031	HOME DEPOT	774.11	0.00	774.11
91906	03/14/2019	36589	IMMEDIATE MEDICAL CARE	190.00	0.00	190.00
91907	03/14/2019	4622	JHM SUPPLY INC	262.40	0.00	262.40
91908	03/14/2019	4180	JONES RICHARD D. A PROF LAW CORP	5,309.11	0.00	5,309.11
91909	03/14/2019	36167	KARTER. JANET	27.30	0.00	27.30
91910	03/14/2019	53992	YMCA OF GREATER LONG BEACH	105.00	0.00	105.00
91911	03/14/2019	21100	LOS ANGELES CO DIST ATTORNEY	156.80	0.00	156.80
91912	03/14/2019	36844	LA COUNTY DEPT OF PUBLIC WORKS	6,474.32	0.00	6,474.32
91913	03/14/2019	866	LOS ANGELES CO INTERNAL SERVICES DEPT	7,434.00	0.00	7,434.00
91914	03/14/2019	54760	LU'S LIGHT HOUSE	892.53	0.00	892.53
91915	03/14/2019	64333	MOSES-CALDERA. ISABEL	790.40	0.00	790.40
91916	03/14/2019	4443	O'REILLY AUTOMOTIVE STORES INC	757.20	15.63	741.57
91917	03/14/2019	48035	OCAJ INC	28.50	0.00	28.50
91918	03/14/2019	47554	OFFICE DEPOT BUSINESS SVCS	1,028.05	0.00	1,028.05
91919	03/14/2019	4133	OWENS. TIM	600.00	0.00	600.00
91920	03/14/2019	450	PACIFIC EH & S SERVICES INC	1,728.00	0.00	1,728.00
91921	03/14/2019	63708	DY-JO CORPORATION	635.00	0.00	635.00
91922	03/14/2019	3888	RP AUTOMOTIVE UAG CERRITOS I LLC	84.11	0.00	84.11
91923	03/14/2019	51171	PERS LONG TERM CARE PROGRAM	70.64	0.00	70.64
91924	03/14/2019	4371	ORDWAY CORPORATION	245.00	0.00	245.00
91925	03/14/2019	36404	R H F INC.	65.00	0.00	65.00
91926	03/14/2019	4956	ROSS AVIATION INVESTMENT. LLC	3,593.72	0.00	3,593.72
91927	03/14/2019	45437	S & J SUPPLY CO	3,772.06	0.00	3,772.06
91928	03/14/2019	3153	SECTRAN SECURITY INC	152.13	0.00	152.13
91929	03/14/2019	3991	SEGERSTROM CENTER FOR THE ARTS	271.00	0.00	271.00
91930	03/14/2019	4468	SHERRARD. DONNA HOUSTON	38.35	0.00	38.35
91931	03/14/2019	5224	SMITHSON ELECTRIC. INC.	1,000.00	0.00	1,000.00
91932	03/14/2019	5135	SOLID SURFACE CARE. INC.	2,489.65	0.00	2,489.65
91933	03/14/2019	5192	SOUND-CRAFT SYSTEMS. LLC	5,558.00	0.00	5,558.00
91934	03/14/2019	29400	SOUTHERN CALIFORNIA EDISON CO	1,231.47	0.00	1,231.47
91935	03/14/2019	49529	SPICERS PAPER INC	178.14	0.00	178.14
91936	03/14/2019	59212	TETRA TECH INC	6,820.00	0.00	6,820.00
91937	03/14/2019	2372	TGIS CATERING SVCS INC	308.79	0.00	308.79
91938	03/14/2019	5198	THE ILLINI COMPANIES. INC.	736.54	0.00	736.54
91939	03/14/2019	4364	THE RINKS-LAKEWOOD ICE	321.75	0.00	321.75
91940	03/14/2019	3110	TORRES LOPEZ JAVIER	144.00	0.00	144.00
91941	03/14/2019	35089	UNDERGROUND SERVICE ALERT	198.10	0.00	198.10
91942	03/14/2019	5028	UNISAFE INC.	175.55	0.00	175.55
91943	03/14/2019	4840	VERITIV OPERATING COMPANY	212.80	0.00	212.80

**CITY OF LAKEWOOD  
SUMMARY CHECK REGISTER**

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91944	03/14/2019	64652	CELLCO PARTNERSHIP	311.81	0.00	311.81
91945	03/14/2019	57135	VISION SERVICE PLAN	4,362.95	0.00	4,362.95
91946	03/14/2019	5155	WATER SYSTEM SERVICES LLC	175.00	0.00	175.00
91947	03/14/2019	33350	WATER WELL SUPPLY	10,597.03	0.00	10,597.03
91948	03/14/2019	3943	WATERLINE TECHNOLOGIES INC	896.72	0.00	896.72
91949	03/14/2019	17640	WAXIE ENTERPRISES INC	66.17	0.00	66.17
91950	03/14/2019	60651	WECK ANALYTICAL ENVIRONMENTAL SERVICES I	957.12	0.00	957.12
91951	03/14/2019	36166	WEGENER. KATHY	1,029.60	0.00	1,029.60
91952	03/14/2019	62628	WELLS C. PIPELINE MATERIALS	766.69	0.00	766.69
91953	03/14/2019	2279	AMERICAN PACIFIC PRINTERS COLLEGES	865.06	0.00	865.06
91954	03/14/2019	50058	WHITE HOUSE FLORIST INC	147.83	0.00	147.83
91955	03/14/2019	5143	WHITNEY. LAUREAL MONIOUE	234.00	0.00	234.00
91956	03/14/2019	35146	WILLDAN ASSOCIATES	26,710.48	0.00	26,710.48
91957	03/14/2019	3837	WORTHINGTON FORD	197.31	0.00	197.31
91958	03/14/2019	4837	XEROX CORPORATION	3,177.49	0.00	3,177.49
91959	03/14/2019	49425	ACURITY SPECIALTY PRODUCTS INC	299.43	0.00	299.43
91960	03/14/2019	3699	BROWN. TIANA	250.00	0.00	250.00
91961	03/14/2019	3699	FAHEM. NARIMAN	250.00	0.00	250.00
91962	03/14/2019	3699	GABRIEL. MARIA	250.00	0.00	250.00
91963	03/14/2019	3699	H.D.R. CONSTRUCTION LLC	8,116.84	0.00	8,116.84
91964	03/14/2019	3699	HANS VENTURES INC.	7,772.70	0.00	7,772.70
91965	03/14/2019	3699	LEDET-WILLIS. DONNA	250.00	0.00	250.00
91966	03/14/2019	3699	LIVING BEYOND LIMITS	250.00	0.00	250.00
91967	03/14/2019	3699	MARTINEZ. ANITA	55.00	0.00	55.00
91968	03/14/2019	3699	MAYSHOWARD. TITONISHA	250.00	0.00	250.00
91969	03/14/2019	3699	MUHAMMAD. FAOUIR	250.00	0.00	250.00
91970	03/14/2019	3699	REYES. GEMA	250.00	0.00	250.00
91971	03/14/2019	3699	RODRIGUEZ. JOSE	250.00	0.00	250.00
91972	03/14/2019	3699	WALKER. ELLEN	35.00	0.00	35.00
<b>Totals:</b>				<b><u>568,787.88</u></b>	<b><u>15.63</u></b>	<b><u>568,772.25</u></b>

**CITY OF LAKEWOOD  
FUND SUMMARY 3/21/2019**

In accordance with section 2521 of the Lakewood Municipal Code there is presented herewith a summary of obligations to be paid by voucher 91973 through 92061. Each of the following demands has been audited by the Director of Administrative Services and approved by the City Manager.

1010	GENERAL FUND	1,371,555.20
1020	CABLE TV	888.29
1030	CDBG CURRENT YEAR	72,560.01
1050	COMMUNITY FACILITY	10,142.55
1336	STATE COPS GRANT	17,931.02
3070	PROPOSITION "C"	1,596.28
5010	GRAPHICS AND COPY CENTER	74.36
5020	CENTRAL STORES	3,514.34
5030	FLEET MAINTENANCE	4,494.79
7500	WATER UTILITY FUND	273,123.57
8030	TRUST DEPOSIT	78.96
		<hr/>
		<b>1,755,959.37</b>

Council Approval

\_\_\_\_\_ Date

\_\_\_\_\_ City Manager

Attest

\_\_\_\_\_ City Clerk

\_\_\_\_\_ Director of Administrative Services

**CITY OF LAKEWOOD  
SUMMARY CHECK REGISTER**

<b>CHECK #</b>	<b>CHECK DATE</b>	<b>VEND #</b>	<b>VENDOR NAME</b>	<b>GROSS</b>	<b>DISC.</b>	<b>CHECK AMOUNT</b>
91973	03/21/2019	66011	ACTIVE NETWORK INC	115.00	0.00	115.00
91974	03/21/2019	2701	AIRE RITE A/C & REFRIGERATION INC	5,023.17	0.00	5,023.17
91975	03/21/2019	1700	ALLIED REFRIGERATION INC	213.32	0.00	213.32
91976	03/21/2019	58000	AMERICAN TRUCK & TOOL RENTAL INC	1,174.10	0.00	1,174.10
91977	03/21/2019	62737	BOYES. GOBIND	227.50	0.00	227.50
91978	03/21/2019	59955	CALIFORNIA ELECTRIC SUPPLY CO	186.31	0.00	186.31
91979	03/21/2019	4978	CALIFORNIA FOUNDATION FOR THE	967.20	0.00	967.20
91980	03/21/2019	5077	CLAVERIE. COURTNEY DAY	146.25	0.00	146.25
91981	03/21/2019	4997	DE LA RIVA CONSTRUCTION. INC.	160,710.14	0.00	160,710.14
91982	03/21/2019	39267	DOG DEALERS INC	254.80	0.00	254.80
91983	03/21/2019	4435	ELLIOTT AUTO SUPPLY COMPANY INC	269.79	0.00	269.79
91984	03/21/2019	52316	FEDERAL EXPRESS CORP	333.11	0.00	333.11
91985	03/21/2019	3946	FERGUSON ENTERPRISES INC	4,535.69	0.00	4,535.69
91986	03/21/2019	3610	FLEMING ENVIRONMENTAL INC	224,896.38	0.00	224,896.38
91987	03/21/2019	63519	FLUE STEAM INC	218.00	0.00	218.00
91988	03/21/2019	4641	FONTELA. THAO	27.30	0.00	27.30
91989	03/21/2019	61688	FULL COMPASS SYSTEMS LTD	216.24	0.00	216.24
91990	03/21/2019	5220	GARCIA. CRYSTAL	300.00	0.00	300.00
91991	03/21/2019	65779	GOLDEN STATE WATER COMPANY	7,562.02	0.00	7,562.02
91992	03/21/2019	61769	GRAUTEN. EVELYN R	442.00	0.00	442.00
91993	03/21/2019	38311	H & H NURSERY	32.19	0.00	32.19
91994	03/21/2019	54961	HACH COMPANY	1,792.21	0.00	1,792.21
91995	03/21/2019	35477	HARA M LAWNMOWER CENTER	201.40	0.00	201.40
91996	03/21/2019	4872	HEATON. KATHRYN	48.75	0.00	48.75
91997	03/21/2019	59486	HERMAN. LINDA	225.00	0.00	225.00
91998	03/21/2019	5173	HOLMES. JASON	68.90	0.00	68.90
91999	03/21/2019	42031	HOME DEPOT	1,251.51	0.00	1,251.51
92000	03/21/2019	65891	HUMAN SERVICES ASSOCIATION	458.33	0.00	458.33
92001	03/21/2019	4622	JHM SUPPLY INC	2,476.09	0.00	2,476.09
92002	03/21/2019	59873	JJS PALOMO'S STEEL INC	68.02	0.00	68.02
92003	03/21/2019	4180	JONES RICHARD D. A PROF LAW CORP	5,469.34	0.00	5,469.34
92004	03/21/2019	2956	KICK IT UP KIDZ. LLC	283.40	0.00	283.40
92005	03/21/2019	64510	KRAUSE. DIANN	299.88	0.00	299.88
92006	03/21/2019	53311	LAKEWOOD MEALS ON WHEELS	875.00	0.00	875.00
92007	03/21/2019	18400	LAKEWOOD. CITY WATER DEPT	24,395.09	0.00	24,395.09
92008	03/21/2019	4783	LANDCARE HOLDINGS INC	7,184.28	0.00	7,184.28
92009	03/21/2019	2409	LIFTECH ELEVATOR SERVICES INC	364.00	0.00	364.00
92010	03/21/2019	21600	LOS ANGELES CO SHERIFFS DEPT	858,601.54	0.00	858,601.54
92011	03/21/2019	45069	LOS ANGELES CO/DEPT PW BLDG SVCS	57,966.61	0.00	57,966.61
92012	03/21/2019	4887	MATHESON TRI-GAS. INC.	63.88	0.00	63.88
92013	03/21/2019	41831	MIEIR-KING. RICHARD	159.25	0.00	159.25
92014	03/21/2019	615	MUNI SERVICES LLC	3,391.23	0.00	3,391.23
92015	03/21/2019	4443	O'REILLY AUTOMOTIVE STORES INC	811.03	15.15	795.88
92016	03/21/2019	5203	OC VACUUM INC.	1,024.00	0.00	1,024.00

**CITY OF LAKEWOOD  
SUMMARY CHECK REGISTER**

<b>CHECK #</b>	<b>CHECK DATE</b>	<b>VEND #</b>	<b>VENDOR NAME</b>	<b>GROSS</b>	<b>DISC.</b>	<b>CHECK AMOUNT</b>
92017	03/21/2019	34536	OCOBOC. DEBRA	263.90	0.00	263.90
92018	03/21/2019	63708	DY-JO CORPORATION	1,480.00	0.00	1,480.00
92019	03/21/2019	65659	PHASE II SYSTEMS INC	3,351.21	0.00	3,351.21
92020	03/21/2019	5199	PETTY CASH/ANDREW CAMACHO	1,962.34	0.00	1,962.34
92021	03/21/2019	4494	PIERSON. JEREMY L.	280.80	0.00	280.80
92022	03/21/2019	15600	LONG BEACH PUBLISHING CO	623.85	0.00	623.85
92023	03/21/2019	4459	READWRITE EDUCATIONAL SOLUTIONS INC	564.85	0.00	564.85
92024	03/21/2019	63364	REEVES NORM HONDA	221.01	0.00	221.01
92025	03/21/2019	5108	F & S FOOD SERVICES. INC.	289.63	0.00	289.63
92026	03/21/2019	41691	SAFETY-KLEEN CORP	225.00	0.00	225.00
92027	03/21/2019	240	SGS TESTCOM	11.92	0.00	11.92
92028	03/21/2019	52279	SMART & FINAL INC	176.14	0.00	176.14
92029	03/21/2019	26900	SO CALIF SECURITY CENTERS INC	185.60	0.00	185.60
92030	03/21/2019	29400	SOUTHERN CALIFORNIA EDISON CO	64,679.74	0.00	64,679.74
92031	03/21/2019	29500	SOUTHERN CALIFORNIA GAS CO	5,352.98	0.00	5,352.98
92032	03/21/2019	4026	SPASEFF TED C	362.50	0.00	362.50
92033	03/21/2019	4368	SPECIALTY TIRES LLC	174.12	0.00	174.12
92034	03/21/2019	50299	SPENCER. GORDON	350.00	0.00	350.00
92035	03/21/2019	58124	REED ELSEVIER INC	1,539.00	0.00	1,539.00
92036	03/21/2019	65100	STOWERS. LEWIS	100.00	0.00	100.00
92037	03/21/2019	2732	TANNEN. MITCH	530.40	0.00	530.40
92038	03/21/2019	5198	THE ILLINI COMPANIES. INC.	512.81	0.00	512.81
92039	03/21/2019	1676	U S TELEPACIFIC CORP	574.47	0.00	574.47
92040	03/21/2019	1437	U S BANK NATIONAL ASSOCIATION	24,268.29	0.00	24,268.29
92041	03/21/2019	64652	CELLCO PARTNERSHIP	4,054.63	0.00	4,054.63
92042	03/21/2019	33200	WALTERS WHOLESALE ELECTRIC CO	1,865.08	0.00	1,865.08
92043	03/21/2019	5003	WALTOWER. SHAWN	295.75	0.00	295.75
92044	03/21/2019	7400	WATER REPLENISHMENT DISTRICT OF	252,710.94	0.00	252,710.94
92045	03/21/2019	5155	WATER SYSTEM SERVICES LLC	175.00	0.00	175.00
92046	03/21/2019	3943	WATERLINE TECHNOLOGIES INC	1,630.63	0.00	1,630.63
92047	03/21/2019	17640	WAXIE ENTERPRISES INC	1,787.38	0.00	1,787.38
92048	03/21/2019	37745	WESTERN EXTERMINATOR CO	805.00	0.00	805.00
92049	03/21/2019	2279	AMERICAN PACIFIC PRINTERS COLLEGES	7,092.30	0.00	7,092.30
92050	03/21/2019	3699	BROWN. ARION	250.00	0.00	250.00
92051	03/21/2019	3699	BURKHARDT. CHRISTINE	37.00	0.00	37.00
92052	03/21/2019	3699	BURKHARDT. CHRISTINE	37.00	0.00	37.00
92053	03/21/2019	3699	DEBIE. BEATRICE	250.00	0.00	250.00
92054	03/21/2019	3699	GIORDANO. MARISA	37.00	0.00	37.00
92055	03/21/2019	3699	KOBAYASHI. PILAR	250.00	0.00	250.00
92056	03/21/2019	3699	OLIVER. MARIARHUENAJAY	250.00	0.00	250.00
92057	03/21/2019	3699	PREZA. JOSE	250.00	0.00	250.00
92058	03/21/2019	3699	RUIZ. KIMBERLY	37.00	0.00	37.00
92059	03/21/2019	3699	SANGTHAI. JESSICA	250.00	0.00	250.00
92060	03/21/2019	3699	VANDEVENTER. LYNDIA	250.00	0.00	250.00

**CITY OF LAKEWOOD  
SUMMARY CHECK REGISTER**

<u>CHECK #</u>	<u>CHECK DATE</u>	<u>VEND #</u>	<u>VENDOR NAME</u>	<u>GROSS</u>	<u>DISC.</u>	<u>CHECK AMOUNT</u>
92061	03/21/2019	3699	WILSON. SHANNON	250.00	0.00	250.00
<b>Totals:</b>				<u>1,755,974.52</u>	<u>15.15</u>	<u>1,755,959.37</u>

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**COUNCIL AGENDA**  
March 26, 2019

**TO:** The Honorable Mayor and City Council

**SUBJECT:** Monthly Report of Investment Transactions – February 2019

**INTRODUCTION**

In accordance with California Government Code Section 53607, the City Council has delegated to the City Treasurer the responsibility to invest or to reinvest funds, or to sell or exchange securities so purchased. The California Government Code Section 53607 requires that, if such responsibility has been delegated, then the Treasurer “shall make a monthly report of those transactions to the legislative body.” In compliance with this requirement, the Monthly Report of Investment Transactions is being rendered to be received and filed.

**STATEMENT OF MONTHLY ACTIVITY**

<u>Date</u>	<u>Amount at Cost</u>	<u>Vehicle</u>	<u>Transaction</u>
02/01/2019	\$ 111.26	MMF	Interest
02/04/2019	6,892.33	CD	Interest 1.840%
02/07/2019	6,662.50	CORP	Interest 2.050%
02/07/2019	1,000,000.00	LAIF	Withdrawal
02/12/2019	662.50	CORP	Interest 2.650%
02/13/2019	900,000.00	LAIF	Withdrawal
02/14/2019	1,650.00	CORP	Interest 2.000%
02/15/2019	538,088.40	FHLB	Purchase 2.500%
02/15/2019	552,316.72	TREAS	Sell 1.500%
02/15/2019	3,781.25	TREAS	Interest 2.750%
02/15/2019	13,750.00	TREAS	Interest 2.750%
02/15/2019	5,156.25	TREAS	Interest 2.750%
02/15/2019	8,250.00	TREAS	Interest 2.750%
02/15/2019	4,468.75	TREAS	Interest 2.750%
02/17/2019	2,275.00	CORP	Interest 2.600%
02/20/2019	9,860.00	CORP	Interest 2.720%
02/25/2019	3,439.58	FNA	Paydown 3.560%
02/25/2019	1.74	FNMA	Paydown 1.785%
02/25/2019	290.50	FHMS	Paydown 3.203%
02/25/2019	4,792.24	FNMA	Paydown 1.646%
02/25/2019	1.72	FNMA	Interest 1.785%
02/25/2019	625.15	FNA	Interest 3.560%
02/25/2019	479.68	FHMS	Interest 3.203%
02/25/2019	30.25	FNMA	Interest 1.646%
02/28/2019	3,375.00	FNMA	Interest 1.500%
02/28/2019	3,953.13	TREAS	Interest 1.375%
03/01/2019	190.21	CAMP	Interest 2.64%

**RECOMMENDATION**

It is recommended that the City Council receive and file the Monthly Report of Investment Transactions rendered for the month of February 2019.



Jose Gomez

Director of Finance & Administrative Services



Thaddeus McCormack

City Manager

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**COUNCIL AGENDA**

March 26, 2019

**TO:** The Honorable Mayor and City Council

**SUBJECT:** Bid Award – Woodruff Paving – 2019 - PW Project 19-02

**INTRODUCTION**

Bids have been received for a project to resurface Woodruff Avenue between the southern city limits at Carson Street and the northern city limits north of Allington Street with rubberized asphalt concrete.

**STATEMENT OF FACT**

City staff did the design work and will provide construction management for the project. Associated Soils Engineering, Incorporated of Long Beach will do production plant testing to ensure that the asphalt plant mix is meeting the product specifications and provide a Field Technician to conduct compaction testing.

Damaged sidewalk and curb and gutter have been removed and replaced by the City’s maintenance Contractor, C. J. Construction.

An Additive Bid Schedule to resurface the Mayfair Park parking lot was included with the bid documents for the Woodruff Avenue Paving 2019 project. The low bidder on the Base Bid, R. J. Noble, was rather high on the parking lot bid and staff recommends not to award that work with this project. It will be rebid at a later date.

There is \$2,162,918 in Prop “C” funds designated for the Woodruff Paving project.

The City Clerk received and opened nine bids for the proposed project on March 14, 2019. Following is the bid summary:

<b>RANK</b>	<b>BIDDER</b>	<b>CITY</b>	<b>Base BID AMOUNT</b>	<b>Additive Bid Schedule A Amount</b>
1	R. J. Noble Company	Orange	\$1,857,000	\$193,620
2	Sully-Miller Contracting	Brea	\$1,858,250	\$173,245
3	All American Asphalt	Corona	\$1,874,789	\$175,785
4	Hardy & Harper, Inc	Santa Ana	\$1,899,000	\$139,223
5	Shawnan	Downey	\$1,923,900	\$243,027
6	Calmex Engineering	Bloomington	\$1,966,715	\$123,980
7	Sequel Contractors	Santa Fe Springs	\$1,998,500	\$126,192
8	Excel Paving Company	Long Beach	\$2,016,950	\$130,121
9	Onyx Paving Company	Anaheim	\$2,345,000	\$166,000

Public Contract Code states that whenever a bid solicitation includes additive or deductive items, the method to be used to determine the lowest bid shall be specified. In the absence of a specification, the lowest bid shall be the lowest bid on the base items only without consideration of any additive or deductive items. For this bid solicitation, we specified that the low bid will be based only on the base bid schedule.

The lowest responsible bidder is R. J. Noble Company of Orange in the base bid amount of \$1,857,000. Staff has verified with the State Contractors License Board that R. J. Noble is properly licensed for the work. R. J. Noble has done several paving projects for the City with excellent results.

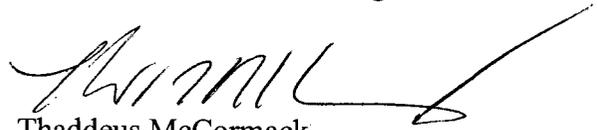
Construction is scheduled to begin in late April and be completed in early June, 2019.

### **RECOMMENDATION**

That the City Council:

1. Award a contract for “Woodruff Paving - 2019 - PW Project 19-02” Base Bid only in the amount of \$1,857,000 to R. J. Noble Company of Orange and authorize the Mayor to sign the contract in a form approved by the City Attorney.
2. Authorize staff to approve a cumulative total of contract change orders, as needed, not to exceed \$200,000.
3. Adopt the plans, specifications and working details for “Woodruff Paving - 2019 - PW Project 19-02”

Lisa Ann Rapp   
Director of Public Works

  
Thaddeus McCormack  
City Manager

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RESOLUTION NO. 2019-5

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAKEWOOD AUTHORIZING THE CITY TREASURER TO DEPOSIT FUNDS FOR SAFEKEEPING AND INVESTMENT AND AUTHORIZING WITHDRAWAL OF FUNDS FROM DEPOSITORIES

WHEREAS, Article 2 of Chapter 4 of Division 2 of Title 5 of the Government Code pertains to the deposit and investment of funds of local agencies; and

WHEREAS, pursuant thereto the City Treasurer, with the approval of the City Council, may deposit money necessary to pay the principal and interest on bonds in a bank within or without the State at the place where they are payable. The City Treasurer further is required to deposit the funds of the City in active and inactive deposits in State or national banks, with the objective of realizing maximum return, consistent with prudent financial management; and

WHEREAS, the City Council has from time to time authorized the City Treasurer to invest said funds in certain banks; and

WHEREAS, the City Treasurer would have more flexibility and be better able to carry out the mandate of the law if the City Treasurer, from time to time, may make the determination as to those depositories or investments in which the City's funds are to be placed, all subject to the terms and provisions of said Article 2 of Chapter 4 of Division 2 of Title 5 of the Government Code of the State of California.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF LAKEWOOD DOES RESOLVE AS FOLLOWS:

SECTION 1. Resolution No. 2018-8 pertaining to the deposit and withdrawal of funds is hereby repealed.

SECTION 2. Pursuant to Article 2 of Chapter 4 of Division 2 of Title 5 of the Government Code of the State of California, the City Treasurer is hereby authorized and directed to deposit all funds of the City of Lakewood as therein specified in active or inactive accounts bearing the highest rate of interest as specified in said Government Code, or to invest said funds in those securities as therein specified in said Government Code, all subject to the terms and provisions of Chapter 4 of Title 5 of the Government Code of the State of California.

SECTION 3. The City Treasurer is authorized and directed to execute all necessary documents, authorization and depository agreements to carry out the foregoing. Any State or national bank depository is hereby requested, authorized and directed to honor all checks, drafts or other orders for payment drawn in the City's name on said accounts so made and entered into by the City Treasurer under the manual, electronic, or facsimile signature of Thaddeus McCormack or Jose Gomez; and where countersigned by either the manual, electronic, or facsimile signature of \_\_\_\_\_, Mayor, or that of \_\_\_\_\_, Mayor Pro Tem. Said depository shall be entitled to honor and to charge to the City of Lakewood for all such checks for the payment of money regardless of, by whom, or by what means the actual or purported facsimile signature or signatures resemble the electronic specimen from time to time filed with the depository by the City Treasurer.

SECTION 4. The City Clerk is directed to certify to the adoption of this resolution and to procure from each depository selected by the City Treasurer the necessary signature clauses, cards, or authorizations. The City Treasurer is directed to keep on file with each depository selected by him the facsimile signature of the Mayor and Mayor Pro Tem and from time to time file with the depository any changes in said facsimile specimen.

ADOPTED AND APPROVED THIS 26TH DAY OF MARCH 2019, BY THE FOLLOWING ROLL CALL VOTE:

	AYES	NAYS	ABSENT
Council Member Piazza	_____	_____	_____
Council Member DuBois	_____	_____	_____
Council Member Rogers	_____	_____	_____
Council Member Wood	_____	_____	_____
Mayor Croft	_____	_____	_____

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Mayor

ATTEST:

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City Clerk

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RESOLUTION NO. 2019-6

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAKEWOOD AUTHORIZING THE USE OF THE MANUAL, FACSIMILE AND/OR ELECTRONIC SIGNATURE OF \_\_\_\_\_, MAYOR, IN THE EXECUTION OF PUBLIC SECURITIES AND INSTRUMENTS OF PAYMENT

WHEREAS, the Uniform Facsimile Signature of Public Officials Act, Chapter 6, Division 6, Title 1 of the Government Code of the State of California, authorizes the use of facsimile signature in lieu of manual signature for the execution of public securities and any instrument of payment; and

WHEREAS, \_\_\_\_\_, City Council Member of the City of Lakewood has been elected by said City Council as Mayor of the City of Lakewood; and

WHEREAS, the Mayor of the City of Lakewood is required from time to time to execute by manual signature "public securities and instruments of payment"; and

WHEREAS, the use of facsimile signature by said \_\_\_\_\_, Mayor, will greatly expedite the conducting of City business;

NOW THEREFORE, THE CITY COUNCIL OF THE CITY OF LAKEWOOD DOES RESOLVE AS FOLLOWS:

SECTION 1. \_\_\_\_\_, the Mayor of the City of Lakewood, is hereby authorized and directed to use the hereinafter certified manual, facsimile or electronic signature in lieu of manual signature in the execution of any public security or instrument of payment as provided in Chapter 6, Division 6 of Title 1 of the Government Code of the State of California.

SECTION 2. Resolution No. 2018-9 of the City Council of the City of Lakewood, authorizing the use of the manual, facsimile or electronic signature of \_\_\_\_\_, Mayor, in the execution of public securities and instruments of payment, is hereby repealed.

SECTION 3. This resolution shall not be effective for any purpose whatsoever unless at least one signature on the execution of such public security or instrument of payment is manually subscribed by a City Officer authorized to so subscribe the same and until a certified copy of this resolution with the manual, facsimile or electronic signature of \_\_\_\_\_, Mayor, certified and attached thereto has been filed with the Secretary of State of the State of California.

ADOPTED AND APPROVED THIS 26TH DAY OF MARCH, 2019, BY THE FOLLOWING ROLL CALL VOTE:

	AYES	NAYS	ABSENT
Council Member Piazza	_____	_____	_____
Council Member DuBois	_____	_____	_____
Council Member Rogers	_____	_____	_____
Council Member Wood	_____	_____	_____
Mayor Croft	_____	_____	_____

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Mayor

ATTEST:

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City Clerk

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RESOLUTION NO. 2019-7

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAKEWOOD AUTHORIZING THE USE OF THE MANUAL, FACSIMILE AND/OR ELECTRONIC SIGNATURE OF \_\_\_\_\_, MAYOR PRO TEM, IN THE EXECUTION OF PUBLIC SECURITIES AND INSTRUMENTS OF PAYMENT

WHEREAS, the Uniform Facsimile Signature of Public Officials Act, Chapter 6, Division 6, Title 1 of the Government Code of the State of California, authorizes the use of facsimile signature in lieu of manual signature for the execution of public securities and any instrument of payment; and

WHEREAS \_\_\_\_\_, City Council Member of the City of Lakewood has been elected by said City Council as Mayor Pro Tem of the City of Lakewood; and

WHEREAS, the Mayor Pro Tem of the City of Lakewood is required from time to time to execute by manual signature "public securities and instruments of payment"; and

WHEREAS, the use of facsimile signature by said Mayor Pro Tem, \_\_\_\_\_, will greatly expedite the conducting of City business;

NOW THEREFORE, THE CITY COUNCIL OF THE CITY OF LAKEWOOD DOES RESOLVE AS FOLLOWS:

SECTION 1. \_\_\_\_\_, the Mayor Pro Tem of the City of Lakewood is hereby authorized and directed to use the hereinafter certified manual, facsimile or electronic signature in lieu of manual signature in the execution of any public security or instrument of payment as provided in Chapter 6, Division 6 of Title 1 of the Government Code of the State of California.

SECTION 2. Resolution No. 2018-10 of the City Council of the City of Lakewood, authorizing the use of the manual, facsimile or electronic signature of \_\_\_\_\_, Mayor Pro Tem, in the execution of public securities and instruments of payment, is hereby repealed.

SECTION 3. This resolution shall not be effective for any purpose whatsoever unless at least one signature on the execution of such public security or instrument of payment is manually subscribed by a City Officer authorized to so subscribe the same and until a certified copy of this resolution with the manual, facsimile or electronic signature of \_\_\_\_\_, Mayor Pro Tem, certified and attached thereto has been filed with the Secretary of State of the State of California.

ADOPTED AND APPROVED THIS 26TH DAY OF MARCH 2019, BY THE  
FOLLOWING ROLL CALL VOTE:

	AYES	NAYS	ABSENT
Council Member Piazza	_____	_____	_____
Council Member DuBois	_____	_____	_____
Council Member Rogers	_____	_____	_____
Council Member Wood	_____	_____	_____
Mayor Croft	_____	_____	_____

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Mayor

ATTEST:

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City Clerk

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## **COUNCIL AGENDA**

March 26, 2019

**TO:** The Honorable Mayor and City Council

**SUBJECT:** Volunteer Program Update

### **INTRODUCTION**

April is recognized as National Volunteer Month, and the Recreation and Community Services Department is celebrating the hard work of Lakewood's volunteers by offering several recognition and appreciation events. Many of the department's programs would not be possible without the assistance of the hundreds of volunteers who give their time, energy and effort to help others. Giving back to the community through volunteer service is a Lakewood tradition, and volunteers have helped to make the city what it is today, a strong and caring community.

### **STATEMENT OF FACTS**

Many of the department's programs could not be done without the assistance of the hundreds of volunteers who give their time, energy and effort to help others. Giving back to the community through volunteer service is an important and strong Lakewood tradition and volunteers have helped to make the city what it is today, a strong and caring community.

### **VOLUNTEER RECOGNITION**

Events to recognize the efforts of volunteers have been scheduled throughout the month of April. The 24<sup>th</sup> annual Lakewood Volunteer Day event is on Saturday, April 13. Immediately following the Volunteer Day efforts at work sites, volunteers are thanked at a recognition luncheon. The Older Adult Volunteer Recognition Luncheon is on Wednesday, April 17. At this event, the Older Adult Volunteer of the Year will be honored along with many other older adult volunteers who give their time throughout the year. Rounding out the month, Lakewood Youth Sports (LYS) coaches will be treated to a recognition event, which includes a trip to an Angels baseball game on Saturday, April 20. The event will be hosted at Palms Park and attendees will be treated to a meal, a word of thanks from the Mayor and will then board buses bound for Anaheim.

### **VOLUNTEERS IN ACTION**

In 2018, volunteers coached youngsters on 76 basketball teams, 54 baseball/softball teams, and 42 football/volleytennis/volleyball teams, contributing 5,898 hours of service. Volunteers also enhanced many senior programs and services. A dedicated group of 171 volunteers contributed 9,249 hours to Lakewood Meals on Wheels. Burns Community Center volunteers provide class instruction in special activities such as book club, poker club, and technology classes. Another 35 adult volunteers regularly work at the Weingart Senior Center providing class instruction in specialty classes such as knitting, crocheting, sculpting, painting, and dance for a total of over 2,818 hours of service. Other programs such as the senior nutrition program rely heavily on

volunteers to perform tasks such as meal preparation, service and clean up. Volunteers continue to make up for necessary assistance and supervision at a variety of special events including bingo and holiday parties.

Lakewood Volunteer Day is one way many residents get involved and help their neighbors. This day is set aside as a means for the entire community to come out and volunteer a few hours “close to home” in a variety of projects. Volunteer groups are matched with appropriate project sites. All projects are designed to begin work at 8 a.m. and conclude by 12 p.m. In 2018, Volunteer Day participation totaled 506 volunteers working on 29 project sites. The 2019 Volunteer Day and thank you lunch will be held on Saturday, April 13, at the Lakewood Youth Center. City council members and commissioners regularly come to the luncheon to offer their appreciation.

Lakewood teens continue to be enthusiastic volunteers. In 2018, teens contributed 2,151 hours of service at parks and community centers. In addition, the Teens in Lakewood Care (TLC) program continued to help residents throughout the year. In 2018, 13 teens from local high schools volunteered and cleaned up two project sites, contributing over 52 hours of volunteer service. This tradition of voluntary action provides an opportunity for teens to create a strong pattern of civic engagement into adulthood.

The city’s Junior Lifeguard Program was another popular program in 2018. Teens between the ages of 12 and 15 are required to pass a swim test to participate in the program. The program is intended to enhance interpersonal skills through training in customer service and teamwork, while developing a sense of responsibility and strong work ethic. Junior lifeguards participate in daily classes consisting of in-water workouts and classroom study. Lifeguard training, rescue skills, aquatic teaching techniques, and First Aid and CPR are also key elements of the program and prepare participants to become future lifeguards. Last year 63 teens volunteered during swimming lessons and for the third annual Save a Life event, logging over 1,000 hours of service at both pools.

The Project Shepherd Holiday Program is possible because of the many volunteers who generously give their time. This past December, 401 volunteers worked in the warehouse at the Lakewood Youth Center. Volunteers sorted cans, distributed gifts and packed boxes totaling 854 hours of service. This enabled 301 families to receive food and gifts over the holiday season.

## **SUMMARY**

Volunteers have an enormous impact on the health and well-being of communities. According to the most recent research from the Independent Sector, the estimated dollar value of volunteer time in California is \$29.09 per hour. The value of volunteer programs is not derived simply by looking at this dollar amount and the total volunteer hours worked; instead, the contribution made by all generations of volunteers in Lakewood is of the greatest importance. Volunteers have enabled the Recreation and Community Services Department to maximize its resources and provide a variety

**SUMMARY** - Continued

of quality programs and services to all ages. Volunteers continue to be cornerstone in maintaining the programs that improve the quality of life in Lakewood and make it such a unique community.

**RECOMMENDATION**

Staff recommends the city council receive and file this report.

Valarie Frost, Director   
Recreation and Community Services

  
Thaddeus McCormack  
City Manager

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**TO:** The Honorable Mayor and City Council

**SUBJECT:** Fiscal Year 2018-19 Mid-Budget Review and Adjustments

**INTRODUCTION**

The City is currently in the first year of the 2018-20 Two-Year Budget adopted in June 2018. With approximately eight months of Fiscal Year (FY) 2018-19 data available, it is appropriate to review current budget estimates and revise where needed. Following is an overview of the City's two major funds, the General Fund and the Water Utility Enterprise Fund.

**STATEMENT OF FACT**

General Fund

The General Fund is the largest City fund and one which the Council has discretionary authority. When adopted last summer, the General Fund budget anticipated a "break even" scenario where revenues would equal expenditures for the year. After taking into account year-to-date information and fiscal trends, a revised budget projection for the General Fund is expected to yield a modest \$78,000 surplus. The table below summarizes the adopted and revised budget snapshots:

<u>GENERAL FUND SUMMARY</u>	<u>ADOPTED BUDGET</u>	<u>REVISED BUDGET</u>	<u>FAVORABLE / (UNFAVORABLE)</u>
SOURCES / REVENUES	\$ 51,832,470	\$ 51,637,770	\$ (194,700)
USES / EXPENDITURES	51,832,470	51,559,770	272,700
<b>PROJECTED GEN FUND SURPLUS</b>	<b>\$ -</b>	<b>\$ 78,000</b>	<b>\$ 78,000</b>

*General Fund - Revenues*

As a whole, General Fund revenues are expected to end the year \$194,700 (.4%) lower than the \$51,832,470 originally budgeted. While most revenues are tracking as expected and according to annual seasonal trends, there are some that have notable variances. The following table provides an overall view of General Fund revenues, with further specifics below the table:

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<b>REVENUES ACOUNT DESCRIPTION</b>	<b>ADOPTED BUDGET</b>	<b>REVISED BUDGET</b>	<b>INCREASE / (DECREASE)</b>
<b>40 PROPERTY TAXES</b>			
CURRENT YEAR-SECURED	\$ 4,815,000	\$ 4,908,000	\$ 93,000
CURRENT YEAR-UNSECURED	180,000	180,000	-
STATE HOMEOWNERS	28,300	28,300	-
OTHER PROPERTY TAXES	-	-	-
PENALTIES & INT ON DELQ TAXES	16,000	16,000	-
RESIDUAL PROPERTY TAX	150,000	150,000	-
	<u>\$ 5,189,300</u>	<u>\$ 5,282,300</u>	<u>\$ 93,000</u>
<b>41 OTHER TAXES</b>			
SALES AND USE TAX	\$ 14,827,440	\$ 14,216,440	\$ (611,000)
FRANCHISES	1,507,000	1,485,300	(21,700)
BUSINESS LICENSE TAX	615,000	615,000	-
DOCUMENTARY TRANSFER TAX	258,000	310,000	52,000
TRANSIENT OCCUPANCY TAX	68,000	68,000	-
UTILITY USERS TAX ELECTRICITY	1,486,000	1,486,000	-
UTILITY USERS TAX GAS	350,000	350,000	-
UTILITY USERS TAX WATER	453,000	453,000	-
UTILITY USERS TAX TELEPHONE	931,000	931,000	-
	<u>\$ 20,495,440</u>	<u>\$ 19,914,740</u>	<u>\$ (580,700)</u>
<b>42 LICENSES &amp; PERMITS</b>			
BUILDING & SAFETY PERMITS	1,330,940	1,330,940	-
OTHER	10,000	10,000	-
	<u>\$ 1,340,940</u>	<u>\$ 1,340,940</u>	<u>\$ -</u>
<b>43 FINE FORFEITURE PENALTIES</b>	<u>\$ 807,700</u>	<u>\$ 807,700</u>	<u>\$ -</u>
<b>44 USE OF MONEY &amp; PROP</b>			
INVESTMENT EARNINGS	443,000	443,000	-
LEASES	571,033	538,033	(33,000)
RENTALS	250,775	250,775	-
CENTRE CONCESSIONS	352,000	278,000	(74,000)
	<u>\$ 1,616,808</u>	<u>\$ 1,509,808</u>	<u>\$ (107,000)</u>
<b>45 FROM OTHER AGENCIES</b>			
FEDERAL GRANTS	304,773	304,773	-
MVLF IN-LIEU	8,919,000	9,119,000	200,000
SUCCESSOR AGENCY	286,000	286,000	-
	<u>\$ 9,509,773</u>	<u>\$ 9,709,773</u>	<u>\$ 200,000</u>

<b>REVENUES (CONTINUED)</b>	<b>ADOPTED</b>	<b>REVISED</b>	<b>INCREASE /</b>
<b>ACOUNT DESCRIPTION</b>	<b>BUDGET</b>	<b>BUDGET</b>	<b>(DECREASE)</b>
<b>46 CURRENT SERVICE CHARGE</b>			
REFUSE COLLECTION CHARGE	5,618,000	5,618,000	-
RCS FEES	943,836	943,836	-
PUBLIC SAFETY FEES	942,500	942,500	-
BUIDLING & SAFETY FEES	466,099	466,099	-
OTHER CHARGES	108,500	108,500	-
CATV SUBSCRIBER FEES	170,000	170,000	-
	<u>\$ 8,248,935</u>	<u>\$ 8,248,935</u>	<u>\$ -</u>
<b>47 OTHER REVENUE</b>			
PROPOSITION A	750,000	750,000	-
E-WASTE	5,000	5,000	-
SALE OF FIXED ASSETS	100,000	100,000	-
	<u>\$ 855,000</u>	<u>\$ 855,000</u>	<u>\$ -</u>
<b>48 BUDGETED TRANSFERS</b>			
TRANSFER FROM GAS TAX	2,022,259	2,022,259	-
TRANSFER FROM WATER	1,746,315	1,746,315	-
TRANSFER FROM HOUSING AUTH	-	200,000	200,000
	<u>\$ 3,768,574</u>	<u>\$ 3,968,574</u>	<u>\$ 200,000</u>
<b>REVENUE TOTAL</b>	<u><b>\$ 51,832,470</b></u>	<u><b>\$ 51,637,770</b></u>	<u><b>\$ (194,700)</b></u>

Noteworthy items from above:

- Property Tax - \$93,000 increase. Largely reliant on property values, property tax revenues are anticipated to increase approximately 2% more than already forecasted in the adopted budget.
- Sales Tax - \$611,000 decrease. Overall, year-to-date sales are tracking approximately 4% lower than anticipated. Particularly, some of the larger sales tax revenue generators in the City are trending lower than expected. Additionally, continued troubles at the California Department of Tax and Fee Administration (CDTFA) have further delayed and skewed payments submitted to them.
- Franchise Fees - \$21,700 decrease. The revised estimate of \$1,485,300 is expected to be slightly (1.4%) less than the adopted budget. It is primarily the result of lower revenues from communications-related franchises.
- Documentary Transfer Tax - \$52,000 increase. The revised budget of \$310,000 reflects a sizable (20%) increase from the adopted budget. Los Angeles County collects this tax when a property is sold. City revenue amounts are therefore driven by the value and the number of the properties sold.

- Leases - \$33,000 decrease. This reflects the termination of the Nifty After Fifty lease at the Burns Center.
- Centre Concessions - \$74,000 decrease. The adopted budget included a projected increase from the prior year that has not been realized. The adjustment to the revised budget aligns the forecast with prior year amounts.
- MVLFF In-Lieu - \$200,000 increase. This revenue is provided by the State and is the result of the “swap” of city vehicle license fees for additional property tax as part of a state-local budget agreement in 2004. The increase in this revenue is largely the result of growth in the local assessed valuation of property.
- Housing Authority - \$200,000 increase. Post-redevelopment dissolution allows for cities to use up to \$200,000 as a reimbursement to the City’s General Fund for the administration of its housing operations. This had not been factored in the adopted budget.

*General Fund - Expenditures*

Operational expenditures are largely trending as expected, aligned with the adopted budget. It is anticipated that they will decrease by \$272,700 (.5%), with the changes stemming from contractual services and special department expenditure categories. Following is a table summarizing those changes, with further specifics below the table:

<b>EXPENDITURE ACCOUNT DESCRIPTION</b>	<b>ADOPTED BUDGET</b>	<b>REVISED BUDGET</b>	<b>INCREASE / (DECREASE)</b>
50 EMPLOYEE SERVICES	\$ 20,340,757	\$ 20,340,757	\$ -----
51 CONTRACT SERVICES	24,288,814	23,966,114	(322,700)
52 FACILITIES EXPENSE	1,836,938	1,836,938	-----
53 OFFICE EXPENSE	139,329	139,329	-----
54 MEETING EXPENSE	126,280	126,280	-----
55 SPECIAL DEPARTMENT	1,401,236	1,451,236	50,000
56 INSURANCE	2,184,030	2,184,030	-----
57 INTERDEPT TRANS	1,043,501	1,043,501	-----
58 CIPs / CAPITAL OUTLAY	471,585	471,585	-----
<b>EXPENDITURE TOTAL</b>	<b>\$ 51,832,470</b>	<b>\$ 51,559,770</b>	<b>\$ (272,700)</b>

Noteworthy items from above:

- Contract Services - \$322,700 decrease. Without impacting the City's public safety efforts, there are anticipated savings from the LA County Sheriff's contract (\$371,100) and the annual Block Party (\$78,100). It should be noted that the public safety savings is not unusual, in that public safety is one area where we tend to budget for the "worst case". Therefore, we often end up with sizeable savings during years where exigent circumstances don't require the level of resources that "worst case" scenarios engender. These savings are offset by the contracting of the community engagement consultants (LEG: \$39,500 and FM3: \$27,500), cost allocation study firm (\$32,000), additional City Prosecutor services for code enforcement (\$15,000), equestrian center RFP advisor (\$7,500), and goal-setting consultant (\$5,000).
- Special Department - \$50,000 increase. The city's print shop requires additional funding to maintain the current operating structure. Last year's efforts to secure an outside provider were not successful as bids were higher than expected. Therefore, anticipated savings were not realized and the function remains "in house."

Water Utility Enterprise Fund

The Water Utility Enterprise Fund is the City's second largest fund. It accounts for the full operation of the City's robust water system.

The adopted budget anticipated a sizable surplus of \$946,356. After taking into account year-to-date information and fiscal trends, a revised budget projection still signals a significant but slightly lower surplus of \$889,920 surplus. The table below summarizes the adopted and revised budget snapshots:

<b>WATER FUND SUMMARY</b>	<b>ADOPTED BUDGET</b>	<b>REVISED BUDGET</b>	<b>FAVORABLE / (UNFAVORABLE)</b>
SOURCES / REVENUES	\$ 14,222,962	\$ 14,227,526	\$ 4,564
USES / EXPENDITURES	13,276,606	13,337,606	(61,000)
<b>PROJECTED WATER FUND SURPLUS</b>	<b>\$ 946,356</b>	<b>\$ 889,920</b>	<b>\$ (56,436)</b>

*Water Fund - Revenues*

Overall, water revenues are on target with the adopted budget. They are expected to be \$4,564 higher than originally budgeted. As the City has experienced historically, water meter sales (the largest revenue source) are highly sensitive to weather patterns and may vary significantly depending on rainfall experienced. The table below provides an overall view of revenues, followed by brief explanations.

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<b>REVENUE ACCOUNT DESCRIPTION</b>	<b>ADOPTED BUDGET</b>	<b>REVISED BUDGET</b>	<b>INCREASE / (DECREASE)</b>
44000 INVEST. EARNINGS	\$ 185,000	\$ 185,000	\$ ----
44100 RENTS & CONCESSIONS	53,682	53,682	----
45800 OTHER GRANTS	67,809	67,809	----
46415 OTHER REVENUE	200,000	200,000	----
48000 METERED WATER SALES	11,254,656	10,981,650	(273,006)
48010 WTR SALES-INTERCONNECT	1,647,884	1,878,454	230,570
48050 FIRE PROTECTION SERVICES	154,846	154,846	----
48100 RECLAIMED WATER	439,085	439,085	----
48250 SERVICE INITIATION FEES	45,000	45,000	----
48300 SERVICE RESTOR. CHARGE	75,000	122,000	47,000
48350 OTHER OPERATING INCOME	100,000	100,000	----
<b>REVENUE TOTAL</b>	<b>\$ 14,222,962</b>	<b>\$ 14,227,526</b>	<b>\$ 4,564</b>

Noteworthy items from above:

- Metered Water Sales - \$273,006 decrease. Not surprisingly, the rainfall has lowered the demand for water throughout the City and lowered year-to-date revenues. Year-end projections are lower than originally forecasted.
- Water Sales Interconnect - \$230,570 increase. Largely offsetting the above decrease is the continued increase in water sales to the City of Long Beach. As their core demand requires the ongoing purchase of water from outside agencies, the significant rainfall does not alter their water demands.

*Water Fund - Expenses*

Water expenditures are expected to be \$13,337,606, or \$61,000 more than included in the adopted budget. This is primarily the result of slightly higher than anticipated Southern California Edison (SCE) utility costs.

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<b>EXPENSES</b>	<b>ADOPTED</b>	<b>REVISED</b>	<b>INCREASE /</b>
<b>ACCOUNT DESCRIPTION</b>	<b>BUDGET</b>	<b>BUDGET</b>	<b>(DECREASE)</b>
50 EMPLOYEE SERVICES	\$ 2,367,003	\$ 2,367,003	\$ -
51 CONTRACT SERVICES	1,447,717	1,447,717	-
52 FACILITIES EXPENSE	2,195,950	2,195,950	-
53 OFFICE EXPENSE	3,000	3,000	-
54 MEETING EXPENSE	6,000	6,000	-
55 SPCL DEPT SUPPLIES	720,922	720,922	-
56 OTHER OPERATING	4,318,789	4,379,789	61,000
57 INTERDEPT TRANS	200,910	200,910	-
58 CIPs / CAPITAL OUTLAY	270,000	270,000	-
59 BUDGETED TRANSFERS	1,746,315	1,746,315	-
<b>TOTAL EXPENSES</b>	<b>\$ 13,276,606</b>	<b>\$ 13,337,606</b>	<b>\$ 61,000</b>

**RECOMMENDATION**

It is recommended that the City Council adopt the noted changes for inclusion into the City's FY 2018-19 Revised Budget and direct staff to make all related adjustments to the City's budget appropriations.

  
 Jose Gomez  
 Director of Administrative Services

  
 Thaddeus McCormack  
 City Manager

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**CITY OF LAKEWOOD SUCCESSOR AGENCY - HOUSING  
FUND SUMMARY 3/14/2019**

In accordance with section 2521 of the Lakewood Municipal Code there is presented herewith a summary of obligations to be paid by voucher 359 through 359. Each of the following demands has been audited by the Director of Administrative Services and approved by the City Manager.

3901	HOUSING SUCCESSOR AGENCY	30.00
		<hr/>
		<b>30.00</b>

Council Approval

\_\_\_\_\_

Date

\_\_\_\_\_

City Manager

Attest

\_\_\_\_\_

City Clerk

\_\_\_\_\_

Director of Administrative Services

**CITY OF LAKEWOOD SUCCESSOR AGENCY - HOUSING  
SUMMARY CHECK REGISTER**

<u>CHECK #</u>	<u>CHECK DATE</u>	<u>VEND #</u>	<u>VENDOR NAME</u>	<u>GROSS</u>	<u>DISC.</u>	<u>CHECK AMOUNT</u>
359	03/14/2019	40572	CHICAGO TITLE CO	30.00	0.00	30.00
<b>Totals:</b>				<u>30.00</u>	<u>0.00</u>	<u>30.00</u>